

# **School District No. 91 (Nechako Lakes)**

## **JOB DESCRIPTION**

### **BUS GARAGE – BUS WASHER**

Location: District Bus Garages

#### **SUMMARY:**

Assists the certified mechanic with minor mechanical services to school buses and all District vehicles and equipment and maintains the cleanliness of buses.

#### **DUTIES:**

- assists with minor mechanical services to school buses and all District vehicles and equipment.
- washes and cleans buses; does minor interior repairs
- loads and unloads vehicles; transports materials and equipment as required
- operates District vehicles and equipment such as buses, trucks, vans, including a variety of power and hand tools
- assists in the cleanliness of the shop, work areas, warehouses and grounds
- performs all duties with a level of interpersonal skills appropriate to the position
- maintains the confidentiality of sensitive information seen or heard
- may be required to assist in other areas of the District Maintenance program, if necessary
- may be required to perform other assigned comparable duties which are within the scope of knowledge, skills and abilities required by this class specification
- may be required to fill in on short notice trips and be required to perform the duties of a regular bus drivers

#### **QUALIFICATIONS:**

- completion of Grade 12 (Dogwood Certificate)
- Air Endorsement
- Knowledge of custodial chemicals
- three months of relevant experience including driving experience
- physical capability to perform the job duties, including working in inclement weather conditions
- ability to communicate effectively using courtesy and tact in the exchange of data or information
- ability to use judgement in applying clearly established methods and procedures
- Workplace Hazardous Materials Information System (WHMIS) Certificate and familiarity with Workers' Compensation Board (WCB) safety procedures
- valid Class 2, BC Driver's License and private vehicle
- an exemplary driving record as demonstrated by a current driver's abstract

**N.B. This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.**